



HOMEOWNERS ASSOCIATION
Board of Directors Meeting
December 8th 2020
1:30 PM

CALL TO ORDER

The call to order was at 1:34; in attendance were George, Alan, Eric, Robert Bundy, Vernita, Jimmey, fred, Kathy Whitehead, Mitch Mitchell and I.

COMMUNITY COMMENTS – Mitch Mitchell gave a very nice speech thanking the community for their help in his successful run for a seat on the Beaufort city council.

PRESENTATION OF MINUTES–The minutes had been circulated and edits made. It was moved, seconded and passed that the edited version be accepted.

IOB Treasurer's Report November 2020 - CORRECTED

Positives on Income:

- Bad Debt Write Off +\$2670
- Fines +\$7200
- Kayak +\$1500

Negatives on Income:

- HOA Owned lots/Income Loss **(\$7625)**
- IOB Late Fees Income **(\$2881)**
- ARB Fees income **(\$3500)**

Common Area Expenses

Negatives on Expenses:

- IOB Equipment **(\$3523)**
- IOB Maintenance and Enhancements **(\$5874)**
- Cotton Island Bridge Insurance **(\$3085)**
- IOB Capital Fund Allocations **(\$6527)**
- Club house Operations and Maintenance **(\$3146)**
- IOB Pool Materials and Labor **(\$3834)**
- IOB Real Estate Transactions **(\$3200)**

Positives on Expenses:

IOB Landscape Materials and Supplies +\$2208
IOB Tree Work +\$1567
IOB Annual Dinner Expense +\$6180
IOB Community Events +\$2585
IOB Marketing +\$8992

Deer Island Income:

On target for receipts of \$30,083

Deer Island Expenses:

Deer Island expenses are \$30,591.48YTD*

Common Area Replacement Reserve: \$175,087/190,571 expensed YTD ...Expenditures over \$5,000:Main Entry Gate Kiosk (\$17,516), Power Wash Curbs (\$5,000), Tot Lot Equipment and Surface (\$45,869), Clubhouse windows and doors (\$13,715), Islands Avenue Landscaping (\$24,716), Clubhouse Expansion (\$12,453), IOB Reserve Storm Fund (\$7,100), Street Signage-Refurbish (\$7,618), De La Gaye Dock Water (\$6,141)

Deer Island Replacement Reserve: \$43,639/25,500 expensed YTD... Expenditures over \$5000: DI Street Island Landscaping (\$22,595), DI Gate Kiosk and Upgrade (12,386)

Treasurer's recommendations of projects coming out of reserve forQ4 2020 are as follows:

- **De La Gaye dock and Cotton Island dock treatment- COMPLETE**
- **Well installation for irrigation in the park**
- **De La Gaye French Drain Installation – not started (MAJ)**

Receivables- over 90 days old \$7,853

One property is on the path to foreclosure.

*Correction from original Treasurer's Report November 2020 (original report showed YTD as \$28,781)

George questioned Jeff's equipment and repairs. There was a discussion regarding drilling a well in Belle Grove and a reserve budget for plantings and irrigation in same.

ISLANDS OF BEAUFORT HOMEOWNERS ASSOCIATION

PO BOX 1225
BEAUFORT, S. C. 29901

December 8, 2020
Management Report

Management was in I.O.B. in November on the 4th, 6th, 13th, 17th and 23rd.

Southern Tree did remove the dead hardwood on 120 Palmetto Place aka Lot 3-058 on November the 25th.

Southern Tree did remove the dead pine and ground the stump to the left of 406 Islands Avenue on 11-16-2020, the tree is on common property in front of 408 Islands Avenue aka lot 4-024.

A request for a quote to remove several dead trees on lot 4-006 aka 106 Sunset Court was requested from Southern Tree.

A request for a quote to remove and grind the stumps of two dead pine trees in the tree island at the end of Sunset Court was requested from Southern Tree.

Two portable pickle ball nets were order, received and place in the screen porch of the club house.

Paul Tallmage has been busy bush hogging/cleaning lots in I.O.B.

Spectrum completed the installation of the Belle Grove Park sign.

Two additional requests for the installation of the connector street and parking at Belle Grove Park, were sent.

The quote for sealing Islands Avenue up to the Cotton Island Bridge and De La Gaye was accepted and returned to Southern Asphalt Maintenance.

The proposal for the installation of a 25gpm pump and well at Belle Grove Park was accepted. Dickinson Well will be doing the well install. Eagle Electric is to do the electrical in stall on January 13th. Jeff Beals the owner is to get with Alan to look at the site.

Custom Security changed all gate codes on December 1 without authorization; however, management had not sent out the new codes. Custom has been putting the old codes back in until they are notified that owners and vendors have been given their new codes.

Custom Security was given approval to replace the bearings and brackets on the Deer Island Gates.

MAJ has installed the French drain across from the Deer Island gate.

Gasque and Associates completed the elevation certificate on the Club House and marked the critical line of the community property between the School Board property and the Cotton Island Bridge. The critical line is marked with white PVC pipe, three copies of the elevation certificates were placed upstairs in the club house.

Apex Electric was reminded that two of the tennis court lights are not working and that management had asked them to look into it back in November.

One treadmill was stuck in the incline position, Ralph Rogers with Premier Fitness out of Savannah, inspected the treadmill and said that it needed an incline motor. He called and said that he has exhausted his suppliers of parts and no one makes or has the incline motor needed for one of the treadmills. He did say that he can

come over and put the treadmill in the level position and can still be used in that position. After discussion among the Board, Ralph was asked to put the treadmill in the level position.

The rail fence at the Deer Island gate has been power washed.

There are 8 owners on the Delinquency list as of 12/8/20. 2 owners still owe on their 2020 assessments. 2 owners owe for fines. 2 owners owe for a tree removals. 2 owners owe for gate remotes.

The financials were email to all board members December 3, 2020.

Bills were mailed to all owners with a balance on December 1, 2020.

2020 Closings:

1. 3-030	240 De La Gaye	Adam Sean Ledford	1/15/20-lot
2. 3-094	503 Plough Point	Susan Maynard	2/27/20-house
3. 3-110	249 De La Gaye	Karen Bradley & Jim Pettigrew	3/2/20-lot
4. 1-008	137 Five Oaks	Bay Street Developer	3/4/20-lot
5. 4-015	3 Island Circle	Alex P & Tamara K Kent	3/11/20-lot
6. 3-072	332 De La Gaye	Paula Curtis & M. E. Coates	3/27/20-lot
7. 3-012	412 Battery Chase	IOBHOA	3/27/20-lot
8. 4-016	4 Islands Ave	Alex P & Tamara K Kent	4/3/20-lot
9. 3-026	405 Battery Chase	Raymond & Jessica Bonds	5/6/20-house
10. 3-084	325 De La Gaye	Jon & Jackie Pond	6/3/20-lot
11. 3-050	104 Palmetto Place	Shawn Keen	6/30/20-lot
12. 2-024&2-025 lot	28 Anchorage Way	William & Julie Quarles	7/30/20-house &
13. 4-007&4-008 lot	104 Sunset Court	John & Cameron Staiger	7/31/20-house &
14. 3-063	111 Palmetto Place	Marvin Ingle & Cameron Thomsen	8/3/20-lot
15. 3-012	301 Islands Ave	Joshua & Meredith Rhoden	8/10/20-lot
16. 4-001	101 Sunset Ct	Timothy & Sharon Condon	9/4/20-house
17. 3-077	353 De La Gaye	Bruce & Luanne Bytwerk	9/9/20-house
18. 1-017	228 De La Gaye	Kenneth Babb	9/17/20-lot
19. 3-041	284 De La Gaye	Carlo & Wendy Treves	9/18/20-house
20. 3-035	260 De La Gaye	Fred White	10/6/20-lot
21. 1-018	232 De La Gaye	Powell Brothers	11/6/20-lot
22. 4-004	107 Sunset Court	Chandler & Laurie White	11/12/20-house
23. 2-020	44 Anchorage Way	Reisers-Douglas, Jessica, Gene, Amy	11/23/20-house
24. 3-064	109 Palmetto Place	James McNeil	11/30/20-lot
25. 4-020	414 Islands Avenue	Arthur & Suzanne Blais	12/4/20-house

Pending Closings:

1. 4-026	402 Islands Avenue	Keim & Peitz are selling	12/11/20-lot
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ARB Report

12-8-20 ARB report to HOA

Currently, the brick apron and brick detail for the driveway at the Beville Residence is being installed, with landscape preparation to follow. Framing is nearing completion on the Briggs residence. Framing on the Kent residence is complete, and the roof is being prepped for the metal roof installation.

The Watson residence has its C of O.

The Baxley residence on Deer Island is on schedule to start land clearing in January, as is the Bradley-Pettigrew residence on De la Gaye.

Construction on the Dominic residence continues well past agreed upon one year completion date.

Currently, there are no ARB applications. The ARB does anticipate several applications in the 1st quarter, as well as finalizing the Gardner residence on Dela Gaye.

The revision of the ARB Guidelines is at “First Proof” stage.

The ARB Administrator has been in communication with several potential lot purchasers for properties throughout the community. Alan suggested “in deference to our builder partners and a number of builders who have successfully built one house we declare a moratorium on new builders till further notice”. The matter was discussed, a motion in the affirmative moved, seconded and passed.

Marketing Report

Marketing Committee

November visits to our websites: gross visits = 1283. Net new visitors = 1073. Gross visits were about a 22% increase to October numbers. Net new visits were a 19 % increase. Sales leads were a total of (32). All were assigned a realtor and a welcome package was sent out to each.

- 12 wooded interior building lots are for sale at a median price of \$15 K
- 14 marsh front lots are for sale at a median price of \$80K.
- 1 Deep Water Lot is for sale at \$450K
- 2 Lots went under contract in November
- 1 home went under contract in November
- 1 home is for sale
- 1 lot sold in November, 2 homes sold in November
- Total absorption rate for lots in IOB is about 1.2 years...indicating a buyers' market

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The Marketing Committee activities:

- A professional photographer will be used soon to provide some fresh IOB pictures
- Marketing Committee worked out a Discovery Package with The Rhett House, a B&B in downtown Beaufort on a Discovery Package for IOB.
- The Three Palm Symbol will have its Trademark protection reestablished

Grounds and Landscape Committee Report to IOB Board -- December 8, 2020

The Grounds and Landscape Committee held its third meeting on November 14. Six of the seven Committee members attended, along with Eric Powell, Board Liaison to the Committee. Current members are Sheryl Dominic, Kat Klingler, Tom Kucharchik, Jimmy McNeil, Marc Minetti, David Papp, and Kathy Whitehead (chair).

At the meeting:

- The Committee reviewed the Oct 5 Tree health training conducted by Michael Murphy, Arborist--attended by David, Marc, Kat, Kathy, and George. Kathy, Marc and Kat provided positive feedback on the training session which covered key areas relating to general tree health, evaluating problem issues, and all-round tree management.
- Kathy reported that:

- the Board decided at its November 10 meeting that modest expansion of playground will be deferred until at least second quarter of 2021.
- Century Link orange cable issue has been resolved by Bundy.
- Eric will set up a master maintenance list on shared drive (Google Drive or OneDrive) for use by Bundy, Board, and Landscape Committee –the GLC will continue to add to its shared GLC worklist; items that are ready to be implemented will be moved to the master maintenance list managed by Eric.
- The next Resident Communications Newsletter is scheduled for a December /January 2021 release. Editorial space is limited, but hopefully GLC will have an opportunity to include key information in the Newsletter. Kathy will discuss Newsletter timeline and topics with Marilyn Mueller.
- Eric provided an update on the following:
 - Metal edging to contain mulch along Islands Ave street islands will be deferred; Jeff's current efforts are sufficiently containing the mulch.
 - Improving appearance of French drains on De La Gaye Pt and erosion at edges of sidewalks. The costs of various solutions were discussed.
 - French drains – Committee preferred covering the French drains with rock (rather than sod) to deter cars/trucks from parking on drains. Kat will visit Taylors to collect rock samples of various size, shape, color etc. and report further at the next GLC meeting.
 - Sidewalk erosion across from Smedley's – Consideration will be given to erosion control fabric covered with mulch, similar to that used successfully to control erosion at the corner of De La Gaye and Palmetto Place. Additional soil may be needed under the fabric, at sidewalk edge, to restore the eroded areas.
- Activities scheduled for upcoming months include:
 - Bush hogging on 67 vacant lots plus Common Areas including Belle Grove Park (Nov-Jan)
 - Dead tree removal (ongoing). On Nov. 11, Kathy met with arborist Michael Murphy to discuss problem with dying pines on Cotton Island – vacant lots and common areas/street islands. In addition, Tom will contact Beaufort County extension agent to obtain his advice and insight.
 - CI Dock pathway and path from De La Gaye Pt (near Bowie's home) to Clubhouse – new edging and mulch to be installed.
 - Deer Island Kiosk landscaping (Alan Dechovitz leading this effort).
 - Committee Funding –reviewed funds remaining in the 2020 accounts as of 10/31/2020 and discussed challenge of implementing improvement projects without additional funds being allocated in 2021 budget.
- Landscape plan for the new Cotton Island dock sign, where the existing plants are dying and/or overgrown. Dead plants have been removed. Tom provided sketch of suggested plantings, with which Committee agreed. Jeff and/or Leon will be asked to implement plantings in the spring.
- Kat presented slide show and led discussion on 'how to be stewards of the land'; included topics such as history of the Low Country coastal area, habitat, fauna, wildlife and how much bush hogging is sufficient and best timing for wildlife; waterfront management, and marsh front buffers. Attendees agreed this was a great presentation and the material was informative and should be made available under separate cover to all residents in due course. Ideas regarding how best to offer 'stewardship' advice to residents included a link on the IOB Homeowners' webpage; newsletter; separate mailing with the material; environmental toolbox; complement the ARB's upcoming list of suitable plantings, etc. Discussions will continue.
- Tree management – invasive species – Kathy shared photos and videos with information about Chinese Tallow tree and the damage it causes. GLC will consider setting up a working group to

undertake mini landscaping projects in IOB Common Areas; such as mark and remove invasive trees (removal of larger trees to be done by contractor), vines, and general pruning of overgrown plants and bushes.

- Front Entrance plantings: Committee reviewed photos and ideas on how we can improve the appearance and look of the front entrance plantings, some of which have become overgrown; topic to be continued based on funding and/or working group activities. Depending on extent of required work, Leon and Jeff may be asked to undertake certain of those larger tasks.
- Committee decided to continue with monthly rather than quarterly meetings, to continue focusing on priorities decided in first meeting:

Ranking	Project
1 - tie	Front Entrance plantings
1 - tie	Tree management
2	Sidewalk leveling and sod ding eroded areas
3	Pathway improvements
4	Islands Ave-School Property border clean-up/view improvement
5	Dog fennel management to reduce bush hogging requirements
6	Street Lighting review (locations, pruning overgrowth)

Clubhouse committee

There was no new information on the clubhouse with the exception of the “ongoing maintenance list” Eric is going to keep throughout the community and including the clubhouse.

Social committee

The only social committee issue tabled was the need for new members. Several **long time members** decided to take a break and when the “China virus” is behind us we will need to replenish the committee.

UNFINISHED BUSINESS

The concern for a fire-break between the Soccer field west of Islands Ave and IOB is not solved. The city doesn't have a rule regarding bush hogging, but we will continue pursuing a solution to this problem.

NEW BUSINESS

Community input meetings regarding the clubhouse upgrade; Belle Grove, the gym and other issues will begin in January and continue well into the first half of 2021. Thereafter plans will be brought to a vote by the community.

Special Projects

Renovation of plantings at the deer island gate is planned for January. Two needle palms will be relocated to screen the pump station. Irrigation on the new installation at the north end of Deer Island will be relocated to prevent damage from vehicles riding over the curbing.

ADJOURNMENT

The meeting was adjourned at 3:30 pm.

Respectfully submitted,
David Stewart